

IDENTIFICATION TECHNICIAN I

General Statement of Duties: Performs technical criminal identification work in the field and laboratory; does related work as required.

Distinguished Features of the Class: An employee of the class is responsible for the processing of crime scenes and major accident scenes utilizing modern laboratory and other criminalistic practices to preserve evidence, to identify suspects and/or to determine responsibility. An incumbent in this classification exercises considerable independence in the performance of duties under general supervision.

Areas of Accountability:

1. Investigates crime scenes and major accidents for identification purposes.

- Photographs and makes diagrams of crime and accident scenes;
- Fingerprints suspects, victims and deceased persons;
- Processes stolen and recovered vehicles of criminal offenses;
- Searches for, collects, and preserves physical evidence of crime scenes and accident scenes;
- Interviews victims and witnesses;
- Performs latent fingerprint searches;
- Takes plaster casts and impressions;
- Performs gun shot residue tests;
- Maintains integrity of accident and/or crime scenes;
- Maintains the chain of evidence;
- Collects and preserves evidence at autopsies, including photographing wounds and injuries, fingerprinting, collecting hair, fiber, clothing and other samples, reviewing the nature of injury with pathologists, and preparing reports of findings.

2. Operates technical equipment.

- Operates 35MM, Polaroid, and fingerprint cameras in the field and laboratory;
- Operates photographic laboratory printers and enlargers;
- Operates calculator, photocopier, facsimile machine, typewriter, computer and other office equipment;
- Operates police vehicles;
- Operates police communication equipment, two-way radios, metal detectors;
- Makes microscopic and chemical analysis of suspected controlled substances using lab equipment, chemicals, and microscopes.

3. Maintains identification records system.

- Records, preserves, classifies and files fingerprint identifications;
- Maintains filing system for photographic negatives and prints;

- Maintains a Modus Operandi File;
- Maintains a case filing system;
- Maintains mug shot files;
- Performs identification checks on suspects
- Prepares concise and comprehensive analysis reports.

4. Performs other identification assignments.

- Fingerprints taxi-cab applicants and other applicants;
- Submits completed fingerprint cards to state and federal agencies;
- Makes fingerprint comparisons between latent and known prints;
- Packages and preserves evidence for submission to state and federal laboratories;
- Provides assistance to records and property management personnel;
- Assists in preparing advanced diagrams, charts, and drawings for court presentations, investigative aids, and training;
- Performs serial number restorations on such things as weapons, cars, motorcycles, tools, and machinery, determines appropriate tests to run, and photographs resulting serial numbers, preparing reports of findings.
- Maintains security and confidentiality of all reports, records, and investigative matter under his/her care and control not subject to public disclosure;
- Performs other duties which may be required by department policy, employee's supervisor or department head.

Required Knowledge, Skills And Abilities: Ability to learn and develop skill in specialized criminalistic operations such as photography, fingerprinting, collecting, and preserving evidence, drawing crime scenes and diagrams, performing chemical tests; ability to operate typewriter, computer, office machines, and lab equipment; ability to work independently using good judgment; ability to make mathematical computations; ability to prepare precise and comprehensive crime reports; ability to maintain composure at crime or accident scenes; ability to communicate effectively with staff and public; availability for evening, night, day, weekend, holiday, and overtime hours; ability to organize and maintain records; ability to give accurate and effective court room testimony; ability to operate a motor vehicle.

Acceptable Experience and Training: A combination of experience and training equivalent to completion of a standard high school course supplemented by two years post secondary training in law enforcement or two years experience related to criminalistic work. Must possess a valid driver's license from the state in which residency is claimed.

Special Qualifications and Working Conditions: Depending on the locations of crime scenes, investigation work may include moving body parts, and bloody clothing, may be performed indoors or outdoors in varying weather temperatures and conditions, at heights, and in confined spaces. In addition, incumbents are required to move through fields or wooded areas while carrying equipment or evidence and are frequently subjected to verbal and physical abuse by prisoners and citizens. Many crime scenes

are in dangerous, unsanitary locations and involve unsightly and disturbing sights, such as a murder victims, suicides, and motor vehicle accidents. Work requires adherence to Universal Barrier Precautions since it involves exposure to infectious and contagious diseases, unsanitary health habits, and contact with sputum, urine, feces, sperm, blood and vomit.

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